



STAFF REPORT

AGENDA NO: 9g

MEETING DATE: June 2, 2025

To: Honorable Mayor and City Council

Date: June 2, 2025

From: Helen Yu-Scott, Finance Director – (650) 558-7222

Subject: Adoption of a Resolution Approving the Allocation of Funding for Community Service Organizations for Fiscal Year 2025-26

RECOMMENDATION

Staff recommends that the City Council discuss final grant amounts calculated for the various community groups, which total \$80,000, provide direction on awards, and adopt a resolution providing funding for the City's Community Groups Funding Program for fiscal year 2025-26.

BACKGROUND

Each year, the City Council funds community groups that carry out a public purpose through the services they offer to San Mateo County and Burlingame residents through the Community Groups Funding Program. In FY 2024-25, the Council approved \$75,000 in funding for 26 community agencies.

The Finance Department issued a Notice of Funding Availability on March 4, 2025, for the 2025-26 fiscal year program. The deadline to submit the one-page application with attachments was April 4, 2025, at 5:00 p.m. The City received applications to fund 28 programs, with requests totaling nearly \$148,000. During the May 21st budget study session, the Council proposed increasing the fiscal year 2025-26 award to \$80,000 and an additional \$5,000 each year moving forward.

Councilmembers were provided with a tabulation worksheet to make individual funding recommendations. The results were tabulated and are attached for the Council's review.

DISCUSSION

The City Council has historically decided funding amounts for the Community Funding Program in May or June. Payments are disbursed early in the new fiscal year (July). Allocations were adjusted and rounded to five-dollar increments; the result was an award total of \$80,000, the suggested appropriation for the traditional Community Funding program for fiscal year 2025-26.

FISCAL IMPACT

The proposed fiscal year 2025-26 budget includes an appropriation of \$80,000 for the Community Groups Funding program.

Exhibit:

- Resolution Approving the Allocation of Funding for Community Groups Organizations for Fiscal Year 2025-26